



DRAFT

Environmental Consulting Services

Scope of Work

Los Altos Hills County Fire District

May 12, 2022

The Los Altos Hills County Fire District (LAHCFD) requires expert environmental consulting services to assist with the LAHCFD's ongoing programs and operations. These services relate primarily to assisting the LAHCFD in achieving legally compliant environmental review documents under the California Environmental Quality (CEQA), National Environmental Policy Act, and related statutes. In addition, consultant may provide specific services relating to subdisciplines such as visual impact analysis, biotic studies, and related services.

Upon written direction by LAHCFD and approval of a project specific scope, deliverable timeline, and budget, the consultant shall assist on specific projects, which may include but are not limited to the following:

Project 1. Development, preparation, and completion of draft CEQA compliance documents for approval by LAHCFD and filing of the documents with proper agencies required for the LAHCFD Wildfire Mitigation Project I-280 sub-application of the Cal OES/FEMA Hazardous Mitigation Grant Program. CEQA documents shall be Federal Emergency Management Agency (FEMA) compliant.

Project 2. Development, preparation, and completion of a Visual Impact Analysis (VIA) that includes community outreach process for the Los Altos Hills County Fire District Wildfire Mitigation Project I-280 sub-application of the Cal OES/FEMA Hazardous Mitigation Grant Program. VIA documents and community outreach process shall be FEMA and California Department of Transportation (Caltrans) compliant.

Project 3. Development, preparation, completion and filing of a Project Specific Analysis (PSA) under the California Department of Forestry and Fire Protection (CalFire) Vegetation Treatment Program for the Los Altos Hills County Fire District Community Strategic Fuel Break Project that includes fire access roads, adjoining roads, evacuation routes and properties to be defined during the development of the project proposal.

Project 4. Update of the LAHCFD Community Wildfire Prevention Plan (CWPP) Annex 4 that includes narratives, maps and tables of goals, objective and workplan.

Project 5. Provided subject matter expertise consulting to LAHCFD staff for up to ten hours per month on the projects included in the Scope of Services.

Project 6. Provide consulting services for future projects that may be identified from time to time and agreed to by the parties.

Background

Los Altos Hills County Fire District is in Santa Clara County, CA and serves the Town of Los Altos Hills, and the unincorporated areas in the County of Santa Clara known as Loyola, Los Trancos, and San Antonio Hills. The District is approximately 12 square miles and serves approximately 13,000 residents, visitors, and travelers using the Interstate 280 transportation corridor. The area of the District is wildland urban interface (WUI) on the eastern slopes of the Santa Cruz Mountains. Much of the area is Oak Woodland and Oak

Savannah with Redwood or conifer ecosystems occurring in places. As in most developed areas, there are invasive species like eucalyptus and broom and pathogens such as sudden oak death. LAHCFD has creeks and waterways running through its direct watershed though no coastal concerns are identified at this time. There is a 6-8 lane Interstate 280 that runs through the LAHCFD jurisdiction.

The LAHCFD mission is to:

- Protect the lives, property and environment of our community from fires, natural disasters, and hazardous material incidents
- Save lives by providing emergency medical services
- Prevent fires through education and prevention programs
- Provide personal emergency preparedness programs
- Increase awareness of the training, staffing and apparatus equipment used to fight fires

These identified projects will serve to further initiatives that support LAHCFD's mission and keep compliant with CA environmental laws, fulfill requirements of a grant project and comply with other local regulations.

Deliverables

Project 1. Consultant shall prepare draft CEQA compliance documents for approval by LAHCFD and shall complete filings as required for the District Wildfire Mitigation Project I-280 sub-application of the Cal OES/FEMA Hazardous Mitigation Grant Program

This large landscape scale project will perform vegetation management along 5.5 miles of I280. This project is intended to be similar to the Governor's List priority wildfire prevention projects of 2019 like SR17 and Moraga Orinda performed in the CALFIRE Santa Clara Unit.

Since this is modeled after, but is not a Governor's list project, CEQA compliance is required. Consultant shall provide expert advice on the appropriate environmental compliance document to use and the legally required process. Consultant shall also prepare the archeological and botanical surveys necessary to support the CEQA document. At this time, it is unknown if a CALFIRE ERRF will be required. Caltrans documents will be required. Determination of legally required CEQA compliance approach will be done in conjunction with LAHCFD staff point of contact and the Office of County Counsel, County of Santa Clara.

It is anticipated that biological monitoring, erosion control and other field services will be required during the implementation of the project which is expected to commence in late 2023 or early 2024. These services will be provided under a separate scope of services.

Timeline: CEQA compliance documents shall be completed and approved by October 8, 2022 to comply with FEMA grant application review. This is a time sensitive item with a firm due date.

Project 2. Visual Impact Assessment to comply with FEMA grant application requirements for the District Wildfire Mitigation Project I-280 sub-application of the Cal OES/FEMA Hazardous Mitigation Grant Program. Please refer to Caltrans requirements here: <https://dot.ca.gov/programs/design/lap-visual-impact-assessment>

Timeline: completed by October 8, 2022 to comply with FEMA grant application review. This is a time sensitive item with a firm due date.

Project 3. LAHCFD plans to implement and develop a strategic community fuel break along the approximately western ridgeline of the jurisdiction. This is intended to slow or hold a potential wildfire moving from wildland WUI into the densely occupied valley below.

https://www.lahcfd.org/download/september-21-2021-fire-district-commission-meeting/?ind=1632076266209&filename=10.B.-LAHSFB-Proposal-to-MidPen_final.pdf&wpdmdl=3762&refresh=627c6bd9b91c61652321241

This project would include hardening and fuel reduction of the area's evacuation routes and fire roads. Treatment areas are outlined on the included maps. It is anticipated that treatment prescription will be

designed to fit within the Cal VTP, PSA and amendment compliance programs. Consultant shall assist in achieving this intended CEQA compliance strategy.

Timeline: mid to end of May 2023

Project 4. LAHCFD CWPP Annex 4 Update

LAHCFD CWPP Annex 4 (“Annex 4”) was revised in June 2019 from the initial 2016 Santa Clara County CWPP Annex 4. See LAHCFD CWPP Annex 4 here <https://www.lahcfd.org/about-the-district/lahcfd-cwpp-annex-4/>

The Annex 4 needs to be brought current in its narrative, maps and tables of goals, objectives and workplan with priorities, projects and new fire modeling and vegetation management data and scientific methods as well as current best practices. This update should integrate with the District Strategic Plan for LAHCFD <https://www.lahcfd.org/governance/lahcfd-strategic-plan/> Synchronization with the currently under way update of the countywide CWPP being undertaken by Santa Clara County FireSafe Council, CALFIRE and SCC Fire Department is also desired for the Annex.

The LAHCFD CWPP Annex 4 is one of the District’s three pillars, (Strategic Plan, CWPP Annex 4, District Budget), and is a guiding document to prioritize future wildfire prevention projects, building resiliency for residents and neighborhoods, maintenance, and predict, to the broadest extent possible, where new projects and community services should be implemented. The District has a Integrated Hazardous Fuel Reduction Program (IHFR) and the Annex 4 will align with and/or revise the services provided in the IHFR Program.

Consultant will work in concert with LAHCFD staff to produce a database of past and future projects in a form which allow for planning of projects, and tracking of effectiveness to illuminate maintenance schedules. It will also need to allow portions to be secured for public facing sharing with project collaborators and District residents. Finally, this product will need to be dynamic and flexible enough to allow revisions as projects and program are designed and implemented in accordance with fire science principles.

This work will happen in collaboration with LAHCFD staff. Synchronization of LAHCFD strategic plan and integration with Countywide CWPP will be vetted by LAHCFD planning team. Suggested projects including fuel breaks, evacuation routes and other vegetation management projects will be vetted by the Operations team.

Timeline: late 2022, early 2023. Dependent on factors still being determined

Project 5. As needed consulting

The intention for this service is to be an hourly billing for up to ten hours a month so that LAHCFD can have on-call subject matter expertise during concept and planning phases of potential projects. If it is determined an upcoming project needs CEQA or other services, the process will be defined by Project 6.

Project 6. Consulting services for future projects that may be identified from time to time and agreed to by the parties.

A project Proposal for these future services shall include, Scope of Services, compensation for Services, deliverables and a timeline for completion of the project, and shall be approved in writing by the District Representative and Consultant Representative and be incorporated into the Professional Services Agreement.